



City of Fairfield

Youth Commission Meeting

Monday, December 6, 2021, 7:00 PM

Fairfield Community Center – Vista Conference Room

AGENDA

Notice to Public

The City of Fairfield is committed to providing meeting facilities that are accessible to persons with disabilities and/or have language barriers. To request meeting materials in alternative formats, or to request a sign language interpreter, real-time captioning, or other accommodation, please contact Meghan Sullivan, Parks and Recreation Manager, at least 72 hours in advance of the meeting at (707) 399-5626 or msullivan@fairfield.ca.gov. For individuals with hearing or speaking limitations, dial 7-1-1 or (800) 735-2922 (English). For Spanish, Tagalog or other language, please dial (800) 855- 3000 and provide the communication assistant with the following City telephone number: (707) 399- 4010.

Consistent with AB 361 regarding public meetings held during the COVID19 emergency, Commissioners may attend via teleconference.

The public may join the meeting via Zoom at <https://fairfieldca.zoom.us/j/87845423536?pwd=aVlUeTZTdzBwdlUvVEw1UUlSWkRxdz09> or by phone at (669) 9006833 Webinar ID: 878 4542 3536 Passcode: 7074287400

PURSUANT TO RALPH M. BROWN ACT, GOVERNMENT CODE SECTION 54953, ALL VOTES SHALL BE BY ROLL CALL DUE TO MEMBERS PARTICIPATING BY TELECONFERENCE

CALL TO ORDER

ROLL CALL

Commissioner Taylor Alexander

Commissioner Matthew Breneisen

Commissioner Jacob Francisco

Commissioner Nihal Grewal

Commissioner Christopher Knight

Commissioner Sara Lodin

Commissioner Annilynn Martinez

Commissioner Danielle Murphy

Commissioner Nadia Smith

Commissioner Melissa Theodorus

Commissioner Sydney Wang

COMMISSIONER REPORTS

1. City Council Report
2. CDBG Report
3. Advocacy Report
4. Volunteer/Events Report
5. Outreach Report
6. School/Club Reports

PRESENTATIONS

None

PARKS & RECREATION MANAGER REPORT

PUBLIC COMMENTS

Persons wishing to address the Committee on subjects not on the agenda but within the jurisdiction of the Committee may do so at this time. The Committee cannot discuss or take action on matters not on the agenda for this meeting, but Members may briefly respond to statements made or questions raised by the public, ask for clarification from staff, refer the matter to staff, request staff to report back to the Committee at a subsequent meeting, or place the matter on a future agenda.

PUBLIC COMMENT INSTRUCTIONS: When joining via Zoom, please use the “raise your hand” feature or press *9 on your phone to request to speak, You will be called on by name and will have three minutes to speak, Members of the public wishing to submit their comments via email can email msullivan@fairfield.ca.gov. These comments will be forwarded to the Commission but will not be read aloud during the meeting.

MINUTES

7. Approval of minutes from October 4, 2021
ACTION REQUIRED
8. Approval of minutes from November 1, 2021
ACTION REQUIRED

NEW BUSINESS

9. Volunteer Requirements – Meghan Sullivan
ACTION REQUIRED

10. Change of date and format of January Meeting – Christian Economon

ACTION REQUIRED

OLD BUSINESS

11. Youth Commission Reapplication – Christian Economon

DISCUSSION ONLY

ADJOURNMENT

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the City of Fairfield to all or a majority of the Fairfield Youth Commission less than 72 hours prior to that meeting are available for public inspection at City Hall, 1000 Webster Street, Fairfield, California during normal business hours.

PUBLIC NOTIFICATION

I, Meghan Sullivan, Parks and Recreation Superintendent, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the Fairfield Youth Commission, at the time and in the manner prescribed by law and that this agenda was posted at 1000 Webster Street on Thursday, December 2, 2021.

CITY OF FAIRFIELD
Youth Commission Meeting
Monday, October 4, 2021, 7:00 P.M.

MINUTES

Notice to Public

The City of Fairfield is committed to providing meeting facilities that are accessible to persons with disabilities and/or have language barriers. To request meeting materials in alternative formats, or to request a sign language interpreter, real-time captioning, or other accommodation, please contact Meghan Sullivan, Parks and Recreation Manager, at least 72 hours in advance of the meeting at (707) 399-5626 or msullivan@fairfield.ca.gov. For individuals with hearing or speaking limitations, dial 7-1-1 or (800) 735-2922 (English). For Spanish, Tagalog or other language, please dial (800) 855-3000 and provide the communication assistant with the following City telephone number: (707) 399-4010.

CALL TO ORDER

Commissioner Lodin called the meeting to order at 7:02 p.m.

ROLL CALL

Commissioner Taylor Alexander
Commissioner Matthew Breneisen
Commissioner Jacob Francisco
Commissioner Nihal Grewal
Commissioner Christopher Knight
Commissioner Eshan Kulkarni
Commissioner Shery Lauron
Commissioner Sara Lodin
Commissioner Annilynn Martinez
Commissioner Danielle Murphy
Commissioner Jhezrel Prado-English
Commissioner Nadia Smith
Commissioner Melissa Theodorus
Commissioner Sydney Wang

ABSENT: Commissioner Matthew Breneisen, Commissioner Nihal Grewal, Commissioner Shery Lauron

COMMISSIONER REPORTS

1. City Council Report

Commissioner Murphy reported that the City Council completed dog parks at Allan Witt park, which the youth will have access to.

2. Advocacy Report
Commissioner Kulkarni spoke about new goals for the school year, such as a new Youth Needs Assessment and fun events for the youth in the community.
3. Volunteer/Events Report
The volunteer/events subcommittee meeting was postponed.
4. Outreach Report
The outreach subcommittee was not able to meet.

PRESENTATIONS

5. Christian Economon, Parks & Recreation Supervisor
Mr. Economon introduced himself to the Commission as the newest Parks and Recreation Supervisor. He stated that he has experience with youth activities and looks forward to working with the Commission.

PARKS & RECREATION MANAGER REPORT

6. Updates

Ms. Sullivan reported that because the Commission consists of many new commissioners, she will send a survey if a new time and day would be set for formal Commission meetings. She claimed that she will be getting in touch with Commissioners whose terms will end in December. She introduced the Annual Tree Lighting on Friday, December 3rd, for the Commission to represent. She suggested that the Commission run a hot chocolate booth. She also reported that there will be options to meet for subcommittees.

PUBLIC COMMENT

Persons wishing to address the Committee on subjects not on the agenda but within the jurisdiction of the Committee may do so at this time. The Committee cannot discuss or take action on matters not on the agenda for this meeting, but Commissioners may briefly respond to statements made or questions raised by the public, ask for clarification from staff, refer the matter to staff, request staff to report back to the Committee at a subsequent meeting, or place the matter on a future agenda.

There was no public comment.

MINUTES

7. Approval of Minutes from September 13, 2021

Action Required

Commissioner Smith motioned to approve the minutes from September 13, 2021 with the edit of changing Commissioner Lodin to Commissioner Murphy under "Call to

Order". Commissioner Francisco seconded the motion. The action item passed unanimously.

NEW BUSINESS

8. Volunteer Expectations – Meghan Sullivan

Discussion Item

Ms. Sullivan prompted the discussion surrounding the amount of hours a Commissioner should spend towards representing the Commission. Commissioners suggested different amounts, so the item will return at the next formal meeting.

OLD BUSINESS

9. City Council Liaison Position – Meghan Sullivan

Discussion Item

Ms. Sullivan reminded the Commission that there is still a vacancy for the City Council Liaison position, which needs to be filled. Commissioners should reach out to her if interested.

10. Volunteer Opportunities – Meghan Sullivan

Discussion Item

Ms. Sullivan sent out Sign Up Genius forms of volunteer events that need to be registered for. It was discussed that if a Commissioner is unable to attend any of the current events, they would need to find others to do on their own.

MEETING ADJOURNED

Commissioner Lodin adjourned the meeting at 7:19 p.m.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the City of Fairfield to all or a majority of the Fairfield Youth Commission less than 72 hours prior to that meeting are available for public inspection at City Hall, 1000 Webster Street, Fairfield, California during normal business hours.

Respectfully Submitted,
Commissioner Theodorus, Secretary

CITY OF FAIRFIELD
Youth Commission Meeting
Monday, November 1, 2021, 7:00 P.M.

MINUTES

Notice to Public

The City of Fairfield is committed to providing meeting facilities that are accessible to persons with disabilities and/or have language barriers. To request meeting materials in alternative formats, or to request a sign language interpreter, real-time captioning, or other accommodation, please contact Meghan Sullivan, Parks and Recreation Manager, at least 72 hours in advance of the meeting at (707) 399-5626 or msullivan@fairfield.ca.gov. For individuals with hearing or speaking limitations, dial 7-1-1 or (800) 735-2922 (English). For Spanish, Tagalog or other language, please dial (800) 855-3000 and provide the communication assistant with the following City telephone number: (707) 399-4010.

CALL TO ORDER

Commissioner Murphy called the meeting to order at 7:01 p.m.

ROLL CALL

Commissioner Taylor Alexander
Commissioner Matthew Breneisen
Commissioner Jacob Francisco
Commissioner Nihal Grewal
Commissioner Christopher Knight
Commissioner Eshan Kulkarni
Commissioner Shery Lauron
Commissioner Sara Lodin
Commissioner Annilynn Martinez
Commissioner Danielle Murphy
Commissioner Jhezrel Prado-English
Commissioner Nadia Smith
Commissioner Melissa Theodorus
Commissioner Sydney Wang

ABSENT: Commissioner Matthew Breneisen, Commissioner Eshan Kulkarni, Commissioner Shery Lauron, Commissioner Sara Lodin, Commissioner Jhezrel Prado-English, Commissioner Nadia Smith, Commissioner Sydney Wang

COMMISSIONER REPORTS

1. City Council Report
Commissioner Murphy reported that the City Council discussed the Heart of Fairfield and cultural arts. They talked about repairing sidewalks and the Veteran's Day Parade.
2. Advocacy Report
Commissioner Martinez reported that the subcommittee discussed goals, such as identifying problems in schools. They wanted to put together a list of contacts and youth organizations that the Commission could work together with in the future.
3. Volunteer/Events Report
Commissioner Murphy reported that the subcommittee was not able to meet but brought up the topic of volunteer requirements.
4. Outreach Report
No one from the subcommittee was present.
5. School or Club Reports
Each Commissioner shared something from their school or club to promote activities and ideas with the Commission. This allowed the Commission to take away activities that can be shared with youth.

PRESENTATIONS

There were no presentations.

PARKS & RECREATION MANAGER REPORT

6. Updates

Ms. Sullivan reported that Commissioner Kulkarni has moved and Commissioner Lauron has left the Commission. She also stated that six current Commissioners' terms will expire in December, so she will send an email with an application link. She recommends sharing to others that there are three vacant spots. The December formal meeting will have a small short event afterwards. Ms. Sullivan will send a survey to decide on what it will be.

PUBLIC COMMENT

Persons wishing to address the Committee on subjects not on the agenda but within the jurisdiction of the Committee may do so at this time. The Committee cannot discuss or take action on matters not on the agenda for this meeting, but Commissioners may briefly respond to statements made or questions raised by the public, ask for clarification from staff, refer the matter to staff, request staff to report back to the Committee at a subsequent meeting, or place the matter on a future agenda.

There was no public comment.

MINUTES

7. Approval of minutes from October 4, 2021

Action Required

Because there was no quorum, the action was tabled until the next formal meeting.

NEW BUSINESS

8. Recap from Dia de Los Muertos – YC Volunteers

Discussion Item

Commissioner Murphy and Commissioner Knight shared that they helped kids with crafts. Commissioner Alexander claimed that the event had a great turnout.

9. January Youth Commission Retreat – Christian Economon

Discussion Item

Mr. Economon reminded the Commission that there will be no formal meeting in January. Instead, there will be a retreat where new commissioners will be trained and ideas will be brainstormed for the new year. He will check in with the Commission to find a date.

10. Results of Meeting Time & Day – Meghan Sullivan

Discussion Item

The majority of the Commission voted on keeping the meeting date and time the same, but Ms. Sullivan stated it can be an ongoing discussion and changes can be made when sought fit.

OLD BUSINESS

11. Volunteer Requirements – Danielle Murphy

Discussion Item

Commissioner Murphy suggested that the Commission take on at least six events per year to represent the Commission. However, the Commission will make sure that there will be at least twelve opportunities shared. If a Commissioner had their own event, then they can count it if they have a signature. This will be an action item for the next formal meeting.

12. Upcoming Volunteer Opportunities – Meghan Sullivan

Discussion Item

Ms. Sullivan shared that many of the Commissioners signed up to volunteer for the Veteran's Day parade next Thursday. They will be helping out with crowd control and giveaways. She claimed that she will resend the SignUp Genius for others who might be interested.

MEETING ADJOURNED

Commissioner Murphy adjourned the meeting at 7:23 p.m.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the City of Fairfield to all or a majority of the Fairfield Youth Commission less than 72 hours prior to that meeting are available for public inspection at City Hall, 1000 Webster Street, Fairfield, California during normal business hours.

Respectfully Submitted,
Commissioner Theodorus, Secretary

Agenda Report

DATE: December 6, 2021

TO: The Youth Commission

FROM: Meghan Sullivan, Parks & Recreation Superintendent

SUBJECT: Change of Date and Format of January 2022 Youth Commission Meeting

RECOMMENDED ACTION

Cancel the regular January Youth Commission Meeting on January 3, 2022, and schedule a Youth Commission Retreat for January 22, 2022.

STATEMENT OF ISSUE

The Youth Commission has traditionally planned a working Youth Commission Retreat in lieu of the regular January meeting. Furthermore, the regular meeting date falls on a city observed holiday.

DISCUSSION

An alternate January meeting date needs to be voted on. The recommendation is to have a Youth Commission Retreat on Saturday, January 22nd. The January 22nd date was selected based on majority response to the Youth Commission survey. ***Depending on state and county regulations, there will be an option for remote attendance.

FINANCIAL IMPACT

None

ALTERNATIVE ACTION

1. Cancel the January meeting without rescheduling.

STAFF CONTACT

Meghan Sullivan, Parks & Recreation Superintendent
707.399.5626
msullivan@fairfield.ca.gov

Agenda Report

DATE: December 6, 2021

TO: The Youth Commission

FROM: Meghan Sullivan, Parks & Recreation Superintendent

SUBJECT: Youth Commission Volunteer Requirements

RECOMMENDED ACTION

Vote to instate a requirement that all youth commissioners must represent the commission in at least six annual volunteer opportunities.

STATEMENT OF ISSUE

Members of the Youth Commission feel that each commissioner should be responsible for participating in a minimum of six volunteer opportunities as a representative of the Youth Commission. These opportunities must be City of Fairfield or Youth Commission sponsored events OR be approved by the Parks & Recreation Supervisor prior to the volunteer opportunity.

DISCUSSION

Over the past two months, the Youth Commission has discussed the option of instating volunteer requirements for commissioners.

FINANCIAL IMPACT

None

ALTERNATIVE ACTION

1. Vote to remain status quo with no volunteer requirement.
2. Take no action and continue the discussion at the January meeting.
3. Pass the motion with an agreed upon alternate number of volunteer requirements.

STAFF CONTACT

Meghan Sullivan, Parks & Recreation Superintendent
707.399.5626

msullivan@fairfield.ca.gov